

KVTA HOA Board Meeting Minutes

Date: September 1, 2026

Time: 6:30–8:30 PM

Executive Session

The KVTA Board convened in Executive Session on August 19, 2026, pursuant to Colorado law, with a quorum present. The Board discussed accounting service options and finalized the selection of Powder Accounting as the Association's accounting service provider. Homeowners will be notified of the change by email, flyers, a posting on the community black box, and the Association website. Due to a time-sensitive issue, the Board also approved funding for the Tahoma grass project. The Executive Session concluded with no further business.

1. Call to Order

President Yvonne Anderson called the meeting to order at 6:33 p.m.

2. Approval of Previous Meeting Minutes

The August meeting minutes were approved.

3. Collections

No collections report was needed.

4. Homeowner Open Forum

- Bob Evans asked about the change in bookkeeping services.

5. Financial Review

Treasurer's Report – Jennifer Stokes

No additional financial items have been approved until transactions are properly documented, categorized and transitioned to Powder Accounting.

The Board discussed the audit finding related to what they term, the "commingling" of paint and reserve funds. Although the funds and accrued interest were tracked separately, they were held under the same account number. The recommendation was to establish separate accounts for reserve and paint funds. The current two CDs maturing in September.

The Board approved opening an additional Schwab account designated for reserves. The reserve CD maturing on September 3, 2026, will be transferred to this account. The Paint CD, maturing on September 23, 2026, will remain in the original Schwab account and will continue to be designated for Paint.

These changes bring the Association's accounts in line with the auditor's recommendation to maintain separate reserve and paint accounts.

The Board also approved transferring additional funds from the respective reserve and paint liquid savings accounts into the Schwab investment accounts when the CDs mature.

The Board also discussed with Powder Accounting the reports and statements they will provide, including a balance sheet, statement of cash flow, accounts payable, and accounts receivable. Powder Accounting can also provide a profit and loss statement by class, similar to the report previously created by Karen, if the Board would like to continue using that format.

6. Committee Reports

Technology – Reece

August Website Statistics:

- Phone calls: 55 (+12)
- Contact Us forms: 18 (-5)
- Volunteer forms: 1 for ACC—the first volunteer form received
- Site views: 1,500 (+12%)
- Site viewers: 638 (-18%)

Top-viewed pages, excluding the home page:

- Contact Us
- Information for Realtors, Mortgage & Title Companies
- Pay Your HOA Dues (53 unique users)

Recent website updates:

- Added a home page banner regarding HOA dues
- Added a new drop-down menu under Resident Resources
- Added a page explaining how to pay HOA dues
- Added Kimber's business phone number
- Updated Board member names

Future work:

- Develop a Maintenance page with Cady

Other:

An email account was established for Warren to receive Contact Us forms and incoming voice messages. Warren has not yet logged in. Reece will text Warren to confirm the email did not go to his spam folder.

Special Events & Hospitality – Nancy

The Ice Cream Social is scheduled for September 7 from 1:00–3:00 p.m. at the pool. Signs have been posted on mailboxes. The ice cream truck has been reserved, with eight flavors available. Caitlin will provide music, and volunteers will assist by bringing ice cream to those attendees who need help.

The estimated minimum cost is \$600. Pricing is \$8 for two scoops and \$6 for one scoop.

Tennis/Pickleball Courts – John Bringenberg

The tennis court locks are working. A report regarding children playing on the court was clarified as John's grandchildren playing soccer.

Maintenance work around the courts is progressing. Railings are not currently needed, as the ramps appear to provide sufficient access.

The Board discussed whether a system is needed for residents who want to join tennis or pickleball groups. A bulletin board inside the facility includes information from Ann regarding scheduled times and rotations. An app is available to help organize groups but has not been needed or regularly used.

Architectural Control – John Bringenberg

The Fall walk is upcoming, with an Architectural Control Committee meeting scheduled for September 16.

The committee is adding a new "Calls" column to its tracking information.

John and Tom will begin transitioning responsibility for the paint committee. Steve Stearnes will work with John on the committee. Tom will assist with onboarding and the first building. The paint committee will become a standing agenda item beginning in October.

John submitted an idea for a physical marker to designate homeowners who wish to take responsibility for maintaining the landscaping in front of their homes. The marker could help both the Architectural Control Committee and the maintenance team identify areas where homeowners are responsible for landscaping.

Yvonne discussed the possibility of homeowners coordinating with maintenance for occasional assistance while maintaining responsibility for their landscaping. John suggested those homeowners use the marker while developing a plan with the maintenance team for additional help. John also shared an implementation plan. The estimated cost of the marker is less than \$1 each. The Board will review the proposal.

Newsletter – Kim

The deadline for the next newsletter is September 28 at noon.

Clubhouse – Yvonne

No report.

Community Gardens – Reece & Kim

No report.

7. Maintenance Report – Cady & Warren

Maintenance Staff: Cady Dixon, Ben Grossetete, and Warren Deutsch

Work completed during August included:

- Lighting maintenance and bulb replacement
- Sprinkler system inspections and repairs, including 88 sprinkler line breaks repaired to date this season, not including main line or backflow repairs
- Backfilling of repaired sprinkler lines
- Continued cleaning of rock beds around the tennis courts
- Spot fertilizing and de-thatching of lawn areas
- Removal of old sod and replanting of five large and two smaller lawn areas with Tahoma 31 Bermuda grass (2500 sq ft). Because the installation crew was booked for the remainder of the season, approximately \$4,000 of the \$10,000 budget was spent, including compost. Cady plans to apply for \$10,000 in funding from both Centennial and Denver Water.
- Completion of shrub shearing and pruning
- Wooden footbridge repair
- Weed removal and weed control in bed and paved areas
- Other general maintenance

Work planned for September 2026 includes:

- Irrigation system inspections and repairs
- Sidewalk patching
- Weed control in bed areas
- Ongoing tree pruning
- Tennis court perimeter work on the east side, including:
 - Rock screening
 - Weed barrier replacement
 - Resetting edging
 - Resetting sprinkler heads

Additional Item:

- **Concrete Repairs:** Pricing for asphalt and concrete repairs will be forwarded 9/2. This should include the Board-approved funds to finish concrete work along the North side of the tennis courts.
- Notes:
 - Yvonne discussed using remaining funds from for capital improvement projects prioritized by Warren, however it needs to be discussed further.
 - Yvonne reviewed fund accounting and explained that funds are designated for different categories and cannot be moved between categories, such as reserve and operational funds.
 - Warren would like to contract with the snow removal company used last year.

8. Old Business**Retaining Wall:**

Warren plans to obtain a bid from Doug Currant.

9. New Business – Yvonne

Bookkeeping Services:

Yvonne reviewed the transition to Powder Accounting, which specializes in fund accounting and homeowners associations. Powder Accounting is expected to support the Association's needs while helping modernize processes and create greater efficiencies.

The Board reiterated that the community black box is currently closed for dues payments.

Karen, a forensic accountant, previously identified deficiencies in the Association's bookkeeping processes. While the audit results were accurate, the underlying processes needed improvement. Karen cleaned up the Association's QuickBooks records and helped prepare the books for a successful transition to Powder Accounting. Her last day on payroll will be September 5.

Jennifer and Yvonne will work with each vendor to ensure vendor accounts and processes are aligned with Powder Accounting during the transition.

Tennis Courts:

The final payment/check related to the tennis courts has been cashed, and the project is paid in full.

Temporary Tennis Court and Pool Access Changes:

Due to the temporary unavailability of the community black box for applications, applications will be given to the pool monitors, who will then provide them to Cindy.

10. Adjournment

Yvonne moved to adjourn the meeting. Jennifer seconded the motion. The motion was approved unanimously.

The meeting was adjourned.

11. Closing

The meeting concluded with a joke and story shared by Tom.